

The City Council for the City of Junction City, met in regular session at 6:30 p.m. on Tuesday, November 10, 2020, in a virtual meeting format via internet and phone.

**PRESENT:** Mayor, Mark Crenshaw (joined at 6:36 p.m.); Councilors Sandie Thomas, Robert Stott, Andrea Ceniga, John Gambee, Dale Rowe, and Bill DiMarco; City Administrator, Jason Knope; City Attorney, Carrie Connelly; Police Chief, Bob Morris; Public Works Director, Gary Kaping; Finance Director, Mike Crocker; HR/Admin Services Manager, Stephanie Moran; and City Recorder, Kitty Vodrup.

**1. Call to Order and Pledge of Allegiance**

Council President DiMarco opened the meeting at 6:32 p.m. as Acting Mayor, because Mayor Crenshaw was detained from joining the meeting.

Councilor Gambee joined the meeting at 6:33 p.m.

**2. Changes to the Agenda**

None.

**3. Approval of Minutes – October 13 and 27, 2020**

Councilor Thomas asked that her comments be clarified in the October 13<sup>th</sup> minutes under the JC Grange Grant discussion about the poor condition of streets in the Addison Street area. Recorder Vodrup responded that she would make that adjustment.

**MOTION:** Councilor Rowe made a motion to approve the October 13 and 27, 2020 minutes. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

**4. Public Comment on Items not Listed on the Agenda**

Mr. Ken Wells, 554 SW Pine, Junction City, stated that it was announced today that the University of Oregon (U of O) Police Department would be cutting back by 26% and asked if that would impact the dispatch contract between the U of O and the City. Chief Morris responded that it would not affect the contract or U of O's need for dispatching services.

Mayor Crenshaw joined the meeting and apologized for the delay, as he had technical difficulties. Council President DiMarco reviewed what had taken place in the meeting and turned the meeting over to Mayor Crenshaw at 6:39 p.m.

**5. Municipal Judge Agreement Extension**

Director Crocker stated that in 2017 the Council approved a contract with Judge Ashlee Wiese; the contract was for a two-year term with three one-year extensions. A one-year extension was granted in 2019 and expired last month. The Finance and Judiciary Committee reviewed and recommended that a two-year extension be granted; it was noted that after the two-year extension, the contract would be expired.

Mayor Crenshaw asked if there were any public comments. There were none.

**MOTION:** Councilor Rowe made a motion to approve the 2-year extension for the Municipal Judge Agreement with Ashlee Wiese and authorize the Mayor to sign the necessary documents. The motion was seconded by Councilor Thomas and passed by unanimous vote of the Council.

**6. Planning Commission Appointments**

Planning Technician Andrews reviewed that there were 3 regular member and 2 alternate member Planning Commission positions open that had expired on October 31, 2020. Appointment terms would be through October 31, 2024, and five applications had been received. The Planning Commission made a recommendation for appointments at their October 21, 2020 meeting. It was noted that Planning Commission members who were recently elected to serve on the Council, could serve for a few months to provide a full roster and then resign before taking Council office in January.

Mayor Crenshaw stated that based on the outcome of the election, he would make the following appointments: Jim Creech, Jack Sumner, and Doug Easterday to be appointed to the regular member positions and Beverly Ficek and Ken Wells to be appointed to the alternate member positions.

**MOTION:** Councilor DiMarco made a motion to approve the Mayor's appointments to the Planning Commission. The motion was seconded by Councilor Stott and passed by unanimous vote of the Council.

#### 7. **CEP Updated**

Director Kaping presented the request to modify the Public Works Capital Expenditure Plan (CEP). Per internal policy, the CEP was to be reviewed every five years. Ninety-three changes were made to the Water, Sewer, Sanitation and Streets CEP, which included project updates as well as moving computer related items out of the Public Works CEP and into the Internal Services CEP. All CEP projects were included and saved for in the budget.

Mayor Crenshaw asked if there were any public comments. There were none.

**MOTION:** Councilor Rowe made a motion to approve the updated Capital Expenditure Plan. The motion was seconded by Councilor DiMarco and passed by unanimous vote of the Council.

#### 8. **Analyzer Purchase**

Director Kaping presented the request to purchase iron and manganese analyzers for the Water Treatment Plant. There had been many problems with the current analyzers over the last few years and parts and chemicals were difficult to obtain. It was important to have good equipment that provided accurate data, so staff could more effectively address water quality. Quotes were obtained and Chem Scan met equipment and service needs. It was noted that this equipment had a 10-year life expectancy.

Mayor Crenshaw asked if there were any public comments. There were none.

**MOTION:** Councilor Ceniga made a motion to approve the purchase of the iron and manganese analyzers from Chem Scan for \$32,913.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Rowe and passed by unanimous vote of the Council.

#### 9. **Crack Seal Machine Purchase**

Director Kaping presented the request to purchase a crack seal machine for the projects crew. The cost of the machine was \$49,575 but would only cost the City \$3,000 as ODOT Exchange money would be used for this purchase. The machine would be used for crack sealing streets and water and sewer line projects and would save the City by not having to contract with other companies to do this work. Per procurement rules, three bids were obtained. Life expectancy of the equipment was 20 to 25 years. The Public Works Committee reviewed on November 2, 2020 and recommended forwarding to Council for approval.

Mayor Crenshaw asked if there were any public comments.

Mr. Sid Washburne, 520 Timothy Street, Junction City, asked if a backing would be put in the cracks when doing the street crack sealing, so they would not re-crack. Director Kaping responded that they would first blow out any debris and then fill with the crack seal. Then the proper way to address would be to slurry seal the whole road one to two years after that to keep it completely sealed. He added that the new crack seal material was much better than it had been in the past.

**MOTION:** Councilor Rowe made a motion to approve the purchase of a crack seal machine from Special Asphalt Products for \$49,575.00 and authorize the Public Works Director to sign the necessary documents. The motion was seconded by Councilor Ceniga and passed by unanimous vote of the Council.

#### 10. **City Prosecutor Interview Questions**

Director Crocker stated that at the October 27<sup>th</sup> meeting, Council had directed staff to prepare questions for the City Prosecutor interviews. The questions were before the Council for review and had been prepared with input from Administrator Knope, Court Clerk Mills, HR Manager Moran, Judge Wiese, Mayor Crenshaw, and Director Crocker.

After review, the Council consensus was to have the candidates prepare an oral statement to cover questions 1, 6, and 8 and then the other questions would be asked during the

interview. Interviews would be held in Executive Session on November 24<sup>th</sup> in a virtual meeting format with candidates on video. First interview at 6:30 p.m. and second would begin at 7:00 p.m.

#### 11. Business Pandemic Impact Support Program Update

Councilor Gambie recused himself from this agenda item.

Administrator Knope stated that when he wrote the AIS for this agenda item, there had been \$34,000 left in program funding; however, after processing the large number of recent applications, there was now only \$2,000 left with a number of applications on file that had not been funded. He asked for direction on if the Council wanted to continue or sunset the program.

Discussion followed and the Council consensus was to sunset the program by December 1<sup>st</sup>. They also discussed allocating some \$40,000 in gap funding to be able to address the pending and other applications as the program was closing; this funding could come from the Revolving Loan Fund and could be paid back in the next budget cycle.

Councilors Rowe noted that the program had been a great asset to the community, and they had helped as many people as they could for as long as they could. He added that the program was set up to sunset when funds ran out and he thought they should stick to the original concept. He was not in favor of “robbing Peter to pay Paul” to supply the gap funding.

Councilor Thomas expressed her agreement with Councilor Rowe and noted that the taxpayers had spoken that they wanted the City to cut back and be more careful. She added that the program did a lot of good and she wished they could provide more help, but the City’s pockets were only so deep.

After further discussion, three Councilors were in favor of an additional \$40,000 in gap funding to assist the local businesses and close out the program.

**MOTION:** Councilor DiMarco made a motion to make a date certain to sunset the Business Pandemic Support Program on December 1<sup>st</sup> or at the exhaustion of an additional \$40,000 whichever came first. The motion was seconded by Councilor Stott and passed by a vote of 3 to 2, with Councilors Stott, Ceniga, and DiMarco voting in favor and Councilors Thomas and Rowe voting against.

Administrator Knope thanked Council for their direction and noted that staff would post notice of Council’s decision on the City’s website and in letters sent to all businesses who applied.

Councilor Rowe stated that he would like to know the repayment schedule back to the RLF. Administrator Knope responded that as part of the upcoming budget process, he would come up with a repayment schedule to repay the \$40,000 in gap funding back into the principal portion of the RLF. He did not have a specific answer tonight, but there were a couple of different options, such as having more interest go back into the primary portion of the RLF or other transfers from the General Fund that the Council and Budget Committee could consider.

Mayor Crenshaw noted that he did not feel that it would be a requirement to pay the RLF back, as this assistance to local businesses fell in line with the intent of the RLF program.

Councilor DiMarco expressed his agreement with Mayor Crenshaw and shared that the RLF funds available were from the interest on loans, starting with the original loan amount of around \$380,000 that was funded to Country Coach in the 1980s. He noted that the original purpose of the fund was to create new jobs and businesses and that job preservation by saving businesses from ruin fell under that umbrella. He added that he would not make it a legacy requirement that they insist tonight that the \$40,000 be paid back. He liked to see the health of the RLF fund, but it was fulfilling its purpose even if they kept spending it into next year. He encouraged the Council to keep their options open going into next year, especially if there were additional lock downs, etc.

**12. Councilor Comments/Questions**

Councilor Gambee rejoined the meeting at 8:47 p.m. He thanked Director Kaping for his good work on the CEP changes and commended staff on their ongoing efforts to save the City money and better perform services on a regular basis.

**13. Mayor's Comments**

Mayor Crenshaw stated that in wake of the election that was just held, they saw the positions that needed to be filled, and citizens were very closely and equally divided on their opinions about who should fill the elected positions in January. Although they were close, a decision was clearly made, and he encouraged everyone, whether the person they voted for won or not, to get behind those elected for the success of the City. He encouraged citizens to offer their opinions genuinely to help the elected officials make the appropriate decisions for the City of Junction City and to recognize that that none of those individuals elected had come to offer themselves to these positions for their own personal gain for there was none. These were completely volunteer positions for which these elected officials volunteered themselves simply for the gratification of being able to help the community.

Mayor Crenshaw continued that Junction City was parallel with things that were going on around the rest of the nation. He noted that to plagiarize Joe Biden, this was a time to put away harsh rhetoric, as that rhetoric would not help the success of Junction City moving forward. He believed that through this process, they could indeed listen to each other, and he encouraged all citizens of Junction City to participate in the meetings that were made available to them. He noted that one of the candidates for Mayor expressed something that he concurred with but found unfortunate and that was that people for some reason were intimidated to make testimony at these meetings. He continued that if there was anything that he could have done differently to encourage people to make testimony on the subject matter that the elected officials had to decide upon, he wished that he could have done that better. But for now, these public meetings were indeed a safe space that every citizen could make the testimony they would like to make that would help move along the process of government.

Mayor Crenshaw added that his final plagiarizing of Joe Biden was that the grim era of demonization needed to end here and now. This Council had a couple of months to go to make decisions for the best interest of the City of Junction City, and he believed that everyone who made witness to tonight's proceedings could see that they definitely deliberated to that end, right down to a divided vote in arguing both sides of an issue. He encouraged everyone to rest assured that these elected officials were here for the citizen's best interest. He congratulated Mayor Elect Bev Ficek, Councilors Elect Washburne and Wells, and reelected Councilor Gambee. He continued that to those who volunteered for the positions and were not successful, he thanked them for their service in history or for their first attempts and thanked them for expressing an interest in giving the citizens of Junction City an option of candidates to choose from. He looked forward to how the new Council would do in the future, and in the meantime the current Council would consider business over the next few months before the new Council was seated.

**14. Adjournment**

As there was no further business, the meeting was adjourned at 8:57 p.m.

ATTEST:

APPROVED:

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Kitty Vodrup, City Recorder

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Mark Crenshaw, Mayor